**CURRICULUM VITAE**

**SAYED ABDULLA SHAD P**

***PERSONAL SUMMARY***

A customer focused, hands on knowledge and ambitious individual with a strong determination to succeed who also possesses impressive leadership skills and a deep understanding of customer –centric sales. He would be a valuable addition to any ambitious company.

Now looking for a challenging middle level managerial position that offers lots of opportunity for career development

***PROFESSIONAL DESCRIPTION***

* Familiar with the identification of prospects, cold calling, account Management and product demonstration.
* Can handle Closing sales, guiding co-workers, work scheduling, telesales, and inventory.
* Excellent drafting and sales reporting.
* Professional communication skills, Typing (English and Arabic), documentation and other business computer skills.
* Perfect grooming, good personality, well behavior and honest.
* Artistic, creative and techie

***ACADEMIC QUALIFICATIONS***

1. Pursuing graduate level engineering degree in ELECTRONICS AND COMMUNICATION in srinivas institute of technologies, Mangalore, Karnataka.
2. Completed higher secondary course (science, English, math, Hindi)in 2010
3. Completed 10th class in 2008

***BEYOND CURRICULUM***

* *Computer skills:* ms office, Photoshop, familiar with hotelier and billing software’s, basic of network administration, installing OS software and hardware, Typing: English and Arabic
* *Linguistic proficiency* :knows English, Hindi, Malayalam, Tamil and other native languages

***WORK EXPERIENCE***

1. **SUPERVISOR**- (From July 2014 to December 2015), HOTEL COMFORT, Bangalore, Karnataka
2. **FRONT OFFICE EXECUTIVE**-(From February 2013 to March2014),Hotel Poonja International, Mangalore, Karnataka

Responsible for making customer have a pleasant stay, making them feel relaxed, safe and comfortable with all the service available

1. Other freelance and home based work experiences.

.***Duties:***

* Welcoming new customers and maintaining a good relationship with them
* Solving gently all customer related issues, responding to their requirements and handling all pressure situations without making any marks on company’s image
* Answering all incoming calls/ emails and re-routing them to relevant parties, Data entry into internal system
* Guide the front office staff as well as cashiers to work active and productive Made a new customer approaching pattern (smile> say greetings> introduce> ask their requirements> explain about the products.

***PERSONAL INFORMATION***

Birth date : 05 may 1993

Gender : male

Nationality : Indian

Marital status : single

**Job Seeker First Name / CV No: 1838982**

[Click to send CV No & get contact details of candidate](http://www.gulfjobseeker.com/feedback/submit_fb_em.php)

